

## **1.0 RTIP Report**

### **1.1 Introduction and Purpose**

The Commonwealth Information Technology Investment Board (ITIB) serves as the supervisory board for the Virginia Information Technologies Agency (VITA). The Board is also assigned responsibility for the planning, budgeting, acquiring, using, disposing, managing, and administering of information technology in the Commonwealth. In this role, the ITIB is required to submit a list of recommended technology investment projects and priorities for funding those projects to the Governor and General Assembly by September 1 of each year. The ITIB hereby submits the 2006 Recommended Technology Investment Projects (RTIP) Report for the 2006-2008 Budget Biennium.

In developing this year's report, the ITIB employed IT Investment Management (ITIM) best practices to select the right mix of technology investments (projects) from the Commonwealth Major IT Project Portfolio. The evaluation process heavily weighted projects that demonstrated alignment with Commonwealth and agency strategic business objectives and identifiable benefits to the Commonwealth. Only projects supported by a strong business case, based on ITIB established selection and ranking criteria were considered as priorities for funding.

### **1.2 Active Projects Recommended for Maintained/Additional Funding**

This section will present the performance history of active projects on the Commonwealth Major IT Project Status Report Dashboard for the past 12 months including those that need additional funding due to baseline changes. These projects are not ranked.

### **1.3 New Projects Recommended for Funding**

This section will present new projects that the ITIB is recommending for funding. These projects have been evaluated, scored and ranked and are presented in a 1 thru n ranking order.

### **1.4 Research Guide to the Appendices**

This section will describe how to use the RTIP Report as a reference document to locate information needed during the budgeting, strategic planning, APR, EA planning, or project review process. The RTIP Report can also be used to identify collaboration opportunities, determine competition for funding, provide a view of how COV integrates and manages its IT investments, determine risks within the COV and individual agencies, determine which projects to monitor or audit, and determine emerging business opportunities in the COV.

### **1.5 Contact Information**

If you have questions or comments about the Recommended Technology Investment Projects Report, please contact Constance Scott at 371-5927, [constance.scott@vita.virginia.gov](mailto:constance.scott@vita.virginia.gov) or Fred Potts at 371-0016, [fred.potts@vita.virginia.gov](mailto:fred.potts@vita.virginia.gov) at the VITA Project Management Division.

## **2.0 Appendices**

### **Appendix A 2006 Active Projects Recommended for Maintained/Additional Funding**

Appendix A presents the performance history of active projects on the Commonwealth Major IT Project Status Report Dashboard for the past 12 months including those that need additional funding due to baseline changes. These projects are not ranked.

### **Appendix B 2006 New Projects Recommended for Funding**

Appendix B presents new projects that the ITIB is recommending for funding. These projects have been evaluated, scored and ranked and are presented in a 1 thru n ranking order.

### **Appendix C 2006 Projects in Preliminary Planning**

Appendix C identifies projects that are too early in the planning process to submit a strong business case and projects superseded by Enterprise/Collaboration Projects.

### **Appendix D 2006 Secretariat/Agency Project Portfolio by Approval Category**

Appendix D lists the Major Technology Investment Projects by Rank within Secretariat, and includes agency priorities. Information is received as part of the Agency Strategic Planning and the Secretariat Planning Process.

### **Appendix E 2006 Alternate Major IT Project Portfolio Views/Charts**

Appendix E presents the following different aggregate views of the major IT project portfolio:

- Total Investment Cost by Approval Category
- Percentage of Total Investment Cost by Approval Category
- Largest Five Investments
- Collaboration Opportunities by Secretariat
- Percentage of Total Investment Cost by Secretariat
- Total Cost by Category Within Secretariat

### **Appendix F 2006 Major IT Project Description Report**

Appendix F contains the project description for each project in the RTIP report. The "Project ID" field can be used to associate the project to the description. Projects are listed in Project ID sequence.

### **Appendix G 2006 Enterprise/Collaboration Project Description Report by Lines of Business**

Appendix G identifies proposed projects with opportunities for enterprise IT solutions or collaboration within common business functions.

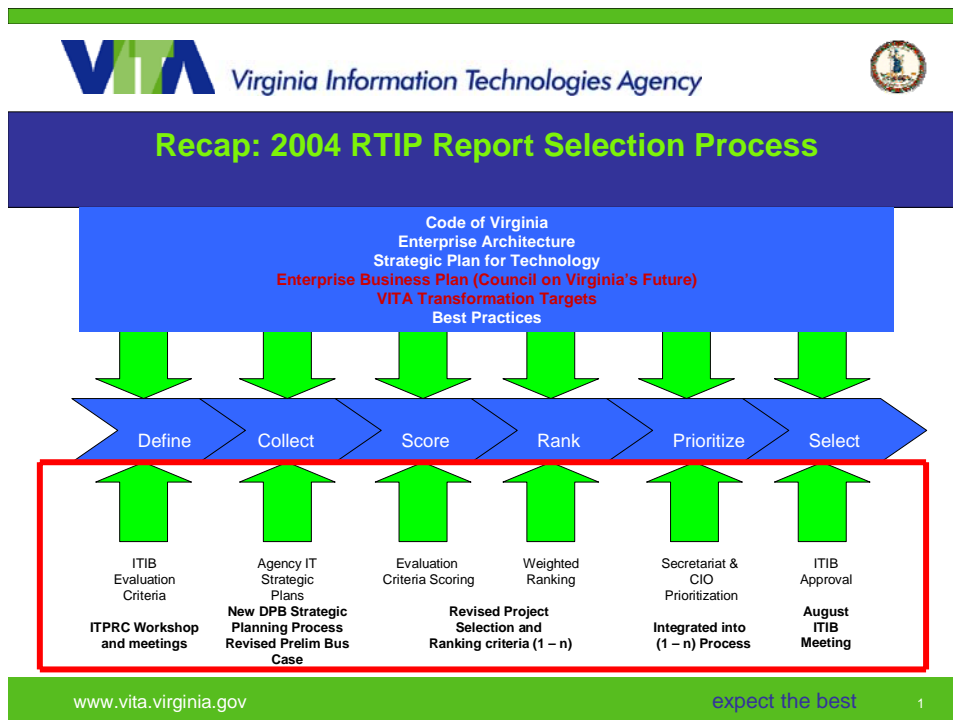
## Appendix H 2006 Enterprise Solutions Report

Appendix H identifies proposed projects with the following opportunities:

- collaboration with other agencies to develop IT solutions
- collaboration using VITA enterprise IT solutions.

## Appendix I 2006 Report Development Process

Appendix I documents the process that was used to develop the RTIP 2006 Report using the chart below as a basis for the discussion.



## Appendix J 2006 PMD Project Selection and Ranking Criteria for Major IT Projects

Appendix J provides an explanation of the project evaluation and ranking criteria approved by the ITIB.

## Appendix K 2005 Priority Technology Investment Projects for 2004-2006 Budget Biennium Funding Status as of July 1, 2006

Appendix K contains the current status of the top projects recommended as priority technology investment projects in the September 2005 report from the ITIB.

## Appendix L RTIP Report Definitions

Appendix L provides a list of terms and definitions used within the RTIP Report. Additional technology management definitions may be found in the Commonwealth Technology Management Glossary Standard (GOV2003-02.1 revision 1)

<http://www.vita.virginia.gov/projects/cpm/glossary.cfm>.